

# SHIP Neighborhood Mini-Grant Application Instructions –2020

Anoka County Public Health (Public Health) is pleased to offer an opportunity for neighborhoods and community organizations to submit project proposals for Statewide Health Improvement Partnership (SHIP) funding. Our goal is to bring sustainable opportunities for social connectedness through healthy eating, physical activity, and reducing commercial tobacco use directly to the communities where individuals who may not have access to these opportunities are living. Anoka County SHIP staff are available to assist with all steps of the application process, so please do not hesitate to reach out to [SHIP@co.anoka.mn.us](mailto:SHIP@co.anoka.mn.us) with any questions or requests for support. Interpreters are also available to help with completion, if needed.

## Timeline:

- Applications accepted: January – March 2020
- Application deadline: March 31<sup>st</sup>, 2020
- Award notification: April 15<sup>th</sup>, 2020
- Project Funding Period: May 1<sup>st</sup> – October 31<sup>st</sup>, 2020
- Final Reporting and Evaluation: October – November 30<sup>th</sup>, 2020

## All project applications must include at least one policy, system or environmental change:

- **Policy:** the passing of policies, ordinances or rules within an organization  
*Example: creating or updating current tobacco policy to include vaping*
- **Systems:** changes to transform “the way things are typically done.”  
*Examples: supporting the start-up of a Community Supported Agriculture (CSA) drop-site or food pantry/shelf or implementing structured physical activity opportunities*
- **Environmental:** occurs within social, economic or physical environments.  
*Examples: having a bike share available to the community or having a water bottle filler available to improve water access*

## SHIP Funding Topic Areas

Project applications must focus on at least one of the following topic areas.

- **Healthy eating** activities aim to increase intake of fruits and vegetables and decrease intake of sodium, saturated fat or added sugar in foods and beverages. Breastfeeding support activities that aim to reduce breastfeeding barriers would be included under this topic area.
- **Physical activity** activities aim to increase access to facilities and opportunities for physical activity and active transportation.
- **Tobacco-free living** activities aim to reduce tobacco/vaping use and to promote cessation.

## REQUIREMENTS

- Must be located in Anoka County, MN.
- Completed application must be submitted by March 31<sup>st</sup>, 2020.
- Priority will be given to projects supporting populations experiencing health inequities. This may include, but is not limited to, racial/ethnic groups, refugees/immigrants, veterans, individuals with disabilities, people in poverty, and seniors (aged 65+).
- Awarded projects must provide updates on project status, including (but not limited to) timelines, budget spent, and activities, as requested within 5-10 business days.
- Conduct evaluation activities and provide any data that was collected. SHIP staff is available to assist with the evaluation process including development and data collection.
- Submit success stories, which can include photos, quotes, video, etc. highlighting your project.

**Funding Decisions and Amounts:** Applicants will be notified of award decisions by April 15<sup>th</sup>, 2020. Maximum funding per project is \$3,000. All purchasing will be done by Anoka County SHIP staff once project budget has been finalized and approved. Final decisions will be based on a review of submitted project applications, Anoka County and Minnesota Department of Health guidelines, and availability of funds.

**Use of Funds:** Budget items must be directly related to a policy, systems, or environmental change. Funds **cannot** be used for unsustainable programs and activities that are not a part of a larger coordinated plan for improved community well-being.

- Examples of eligible budget items include:
  - Supplies and equipment for starting up or expanding ongoing programming – gardening supplies, supplies/equipment for cooking classes, bike fleet, etc.
  - Training costs directly related to project – i.e. Walk Bike Fun curriculum training, Tai Ji Quan, etc.
  - Transportation – gas cards and public transportation vouchers
- Examples of ineligible budget items:
  - Capital improvement/construction projects
  - General operating expenses
  - Vehicles
  - Raffles
  - One-time events – projects must be ongoing and sustainable

Please contact [SHIP@co.anoka.mn.us](mailto:SHIP@co.anoka.mn.us) if you have any questions about eligibility of budget items.

### Examples of Activities (not all-inclusive)

- **Healthy Eating**
  - Create policies/guidelines to ensure healthy foods are available at community events
  - Update vending to ensure healthy options are available at the same or lower cost as unhealthy options
  - Create an affordable snack station to provide healthy food choices
  - Support the start-up of a Community Supported Agriculture (CSA) drop-site or food pantry/shelf
  - Improve water access, for example: purchase of a water bottle filler
  - Start-up costs for a community garden
  - Create lactation and breastfeeding spaces in public places
  - Expanding availability of culturally-specific foods
  - Other: \_\_\_\_\_
- **Physical Activity**
  - Create a library of shared fitness/physical activity equipment (e.g. soccer, fitness class, or bike share equipment)
  - Dedicate an existing space for physical activity
  - Purchase bike racks and/or Fix-It stations
  - Map walking routes around the community or neighborhood
  - Implement structured physical activity opportunities (e.g., walking clubs, youth activities, etc.)
  - Culturally-specific physical activity opportunities
  - Other: \_\_\_\_\_
- **Tobacco-Free Living**
  - Create or update current tobacco policy to include vaping and updated Clean Indoor Air Act language
  - Provide tobacco cessation resources and support
  - Post tobacco-free/vaping-free signage
  - Offer cessation support groups
  - Other: \_\_\_\_\_



**Anoka County**  
HUMAN SERVICES DIVISION  
Public Health & Environmental Services

#### Anoka County Public Health & Environmental Services

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